

**Report of the Built Environment Programme Manager to the Lead Officer for the Built Environment**

**Date: 3<sup>rd</sup> December 2013**

**Subject: Design & Cost Report - Farsley Farfield Primary School Basic Need Phase III**

**Capital Scheme Numbers: 16505/FFF/000**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Calverley & Farsley	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

**Summary of main issues**

1. The purpose of this report is to seek approval to incur capital expenditure of £219,157 and request 'authority to tender' to deliver the proposed Basic Need expansion at Farsley Farfield Primary School.
2. As a consequence of the rapidly increasing birth rate and new housing in the Calverley & Farsley area it is necessary to expand Farsley Farfield Primary School from a 315 place school to 420. This work will be completed under the City Council's Basic Need Programme which aims to ensure its statutory duties are met with respect to ensuring a school place for every child within the city. Pupil places at Farsley Farfield officially increased to 420 from September 2011 following completion of phase one of this project.
3. The work proposed within this report constitutes the final phase of the expansion of Farsley Farfield from a 310 place school to 420 and is required to take effect from September 2014.
4. This project is being delivered by Children's Services in partnership with design consultants at NPS Leeds. A contractor will be appointed following a formal tender process.

## **Recommendations**

The Built Environment Lead is requested to:

1. Authorise expenditure of £219,157 from Capital Scheme Number 16505/FFF/000 to enable the construction of additional accommodation at Farsley Farfield Primary School.
2. Provide 'authority to tender' for the aforementioned works.
3. Note the programme dates identified in section 4.2 of this report in relation to the implementation of this decision. The final delivery date for this scheme is September 2014.
4. Note that the Director of Children's Services is responsible for implementation.

## **1.0 Purpose of this Report**

1.1 The purpose of this report is to:

- Provide background and information and detail to the Built Environment Lead pertaining to the final phase of the Basic Need expansion at Farsley Farfield Primary School required to facilitate the expansion up to a 420 place school.
- Seek authority to incur capital expenditure of £219,157 and request 'authority to tender' to construct one additional traditional build classroom. This project constitutes the third and final phase of the Basic Need expansion at this school.

## **2.0 Background information**

2.1 The Basic Need programme represents the Council's response to the demographic growth pressures in primary school provision. The rapidly increasing birth rate in Leeds has required Leeds City Council to approve over 1,100 new reception places since 2009 in order that it fulfils its statutory duty to ensure sufficiency of school places.

2.2 The scale of the response cannot be met through the existing estate; therefore the expansion of existing schools or the creation of new schools has been required in many instances. Under the Education and Inspections Act 2006, these changes all constitute prescribed alterations, and each requires a statutory process to confirm the change and make it permanent. Capital school building solutions to the demographic need are managed via Children's Services Basic Need Programme.

2.3 In March 2011 the Council's Executive Board approved the request to increase pupil numbers at Farsley Farfield Primary School, this proposal recommended increasing pupil numbers from 315 to 420, thus changing the admissions number per year from 45 to 60 with effect from September 2011.

2.4 Due to the configuration of the campus at Farsley Farfield it was determined that the most logical approach for expansion was to split the work over several phases due to the complexity of the site and the short time scale involved for the initial phase of work. The first work package was delivered in 2011 and provided one additional modular build classroom to the key stage one, 'infant', block. The second phase, delivered in September 2013, remodelled the ICT suite into a classroom and provided mobile ICT provision to both blocks in lieu of this dedicated space.

2.5 The second phase of the project was originally intended to be delivered via a modular solution under the Council's previous framework agreement with Portakabin Ltd. However due to the expiry of this agreement, concerns over the scope of the work, the efficiency of the proposed design and value for money the final solution has been reappraised and split into the, now completed, second phase and a third, final phase required for September 2014. NPS Leeds were commissioned to complete a feasibility study to assess the alternate delivery solutions proposed by Children's Services with the intention to provide a more cohesive and cost effective solution.

2.6 Phase three now consists of a one classroom, traditional build extension to the key stage two, 'junior', block. This was determined to be the most cost effective solution for delivering the additional teaching space required as detailed within the feasibility report. This proposal has subsequently been developed with the City Council's JV partner NPS Leeds.

### **3.0 Main Issues**

#### **3.1 Design Proposals and Full Scheme Description**

Phase three of the Basic Need project at Farsley Farfield constitutes the following elements:

- Demolition of an existing life expired temporary unit as dictated by LCC Planning Department. This includes necessary landscaping works to 'make good' this area.
- Erection of cycle shelters as per the planning condition detailed as part of the acceptance of the phase one application.
- Construction of a traditional build one classroom extension to the junior block including associated landscaping works necessary due to the change in levels.

3.2 As part of on-going project design evolution two options for providing the necessary accommodation were investigated up to RIBA Stage B (feasibility). At this juncture an alternative two classroom solution was discounted following evaluation of the proposal and discussion with end users. In summary the two classroom option was rejected on the grounds that, due to the additional size, it increased the complexity of the construction programme and did not represent value for money. As such a combination of internal remodelling (phase two, delivered September 2013) and a one classroom extension (phase three) were deemed to be the most viable solution.

3.3 The total estimated scheme cost is £219,157, inclusive of fees & surveys, has been provided by NPS Leeds as part of the Stage D report for this scheme. This point represents 'design freeze' and the cost estimates have been developed to the required level of detail to allow this report to be compiled.

#### **4.0 Programme**

4.1 Due to the accelerated pace at which pupil numbers have risen at Farsley Farfield Primary it is necessary that the final new classroom space be provided for September 2014.

4.2 The key milestones to achieve this programme are detailed below:

- |                        |                                |
|------------------------|--------------------------------|
| • Planning validated   | 3 <sup>rd</sup> October 2013   |
| • Planning achieved    | 27 <sup>th</sup> November 2013 |
| • Tender out           | 31 <sup>st</sup> January 2014  |
| • Tender return        | 28 <sup>th</sup> February 2014 |
| • Start on-site        | 7 <sup>th</sup> April 2014     |
| • Completion           | 25 <sup>th</sup> July 2014     |
| • Occupation by school | August 2014                    |

4.3 Following consultation with planning on the specifics of our proposals, in particular noting the inclusion of the remaining phase one conditions included within the scope of works, the application was submitted in August 2013. Planning consent was subsequently granted on the 27<sup>th</sup> November 2013. The conditions imposed are

minimal and primarily relate to management requirements, NPS have since confirmed no impact upon project cost.

## **5.0 Corporate Considerations**

### **5.1 Consultation and Engagement**

5.1.1 The proposed scheme and associated works has been the subject of consultation with Children's Services Officers and school representatives. A public consultation was undertaken prior to delivery of phase one in 2011.

5.1.2 Children's Services will brief Councillors prior to work commencing on-site in April 2014. Further briefings will then be provided at ward member convenience.

### **5.2 Equality and Diversity / Cohesion and Integration**

5.2.1 The recommendation within this report does not have any direct nor specific impact on any of the groups falling under equality legislation and the need to eliminate discrimination and promote equality. A screening document has been prepared and an independent impact assessment is not required for the approvals requested. The screening document has been sent to the Equality Team to be approved, published and held on file.

### **5.3 Council policies and City Priorities**

5.3.1 This scheme is due to be delivered under the City Council's Basic Need programme and is required to fulfil the Local Authority's statutory responsibility to provide sufficient school places.

5.3.2 All proposals within the report have been brought forward to fulfil the Council's statutory duty to secure sufficient school places. In providing places close to where the children live the proposals will improve accessibility of local and desirable school places, and thus reduce any risks of non-attendance

### **5.4 Resources and value for money**

5.4.1 The estimate cost of the additional classroom at Farsley Farfield Primary School is £219,157. This figure is inclusive of all fees and other costs associated with the delivery of the project.

5.4.2 The cost will be met through capital scheme number 16505/FFF/000 as part of the Basic Need Programme.

5.4.3 Robust cost estimates have been provided by NPS as part of the RIBA Stage D submission. These costs reflect the complexity of the project, perceived risk levels and site specific issues identified during the design development & consultation.

## 5.4.4 Capital Funding & Cash Flow

Funding Approval :	Capital Section Reference Number :-						
Previous total Authority to Spend on this scheme	TOTAL	TO MARCH	FORECAST				
	£000's	2013 £000's	2013/14 £000's	2014/15 £000's	2015/16 £000's	2016/17 £000's	2017 on £000's
LAND (1)	0.0						
CONSTRUCTION (3)	0.0						
FURN & EQPT (5)	0.0						
DESIGN FEES (6)	0.0						
OTHER COSTS (7)	0.0						
<b>TOTALS</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
Authority to Spend required for this Approval	TOTAL	TO MARCH	FORECAST				
£000's	£000's	2013 £000's	2013/14 £000's	2014/15 £000's	2015/16 £000's	2016/17 £000's	2017 on £000's
LAND (1)	0.0						
CONSTRUCTION (3)	178.6			168.8	9.8		
FURN & EQPT (5)	0.0						
DESIGN FEES (6)	36.7			36.7			
OTHER COSTS (7)	3.9			3.9			
<b>TOTALS</b>	<b>219.2</b>	<b>0.0</b>	<b>0.0</b>	<b>209.4</b>	<b>9.8</b>	<b>0.0</b>	<b>0.0</b>
Total overall Funding (As per latest Capital Programme)	TOTAL	TO MARCH	FORECAST				
£000's	£000's	2013 £000's	2013/14 £000's	2014/15 £000's	2015/16 £000's	2016/17 £000's	2017 on £000's
Basic Needs Grant	0.0						
	219.2			209.4	9.8		
	0.0						
<b>Total Funding</b>	<b>219.2</b>	<b>0.0</b>	<b>0.0</b>	<b>209.4</b>	<b>9.8</b>	<b>0.0</b>	<b>0.0</b>
<b>Balance / Shortfall =</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

**Parent scheme number:** 16468/000/000

**Title:** Basic Need 2012/13

Capital scheme costs will be fully financed from the City Council's Basic Need grant allocation.

## 5.5 Revenue Effects

5.5.1 Under local management arrangements Farsley Farfield Primary School is responsible for meeting all revenue costs. Any additional revenue costs arising from this project will be managed within the school budget

## 5.6 Legal Implications, Access to Information and Call- In

5.6.1 The recommendations of this report will be classified as a 'Significant Operation Decision' and will not be subject to call in.

5.6.2 The decision maker's authority to take the decision is outlined in the City Council Constitution, within the Officer Delegation Scheme Executive Function – General Delegations to Officers paragraph 2a.

## 5.7 Risk Management

5.7.1 Risk is to be managed through the application of 'best practice' project management tools and techniques via the Council's Delivering Successful Change Methodology. Experienced Project Management resource from Children's Services

Built Environment team will be tasked with ensuring the project remains within the predetermined risk tolerances.

- 5.7.2 A risk log has been maintained throughout the project and escalation is via the Basic Need Programme Manager.

## **6.0 Conclusions**

- 6.1 As a result of the increased intake of pupils at Farsley Farfield Primary School since September 2011 additional accommodation is required to ensure sufficient capacity on-site as the school fills to 420 pupils.
- 6.2 The project to deliver additional accommodation at Farsley Farfield Primary School has been managed by Children's Services in partnership with NPS Leeds and other key stakeholders. The cost of the accommodation will be met through capital scheme 16505/FFF/000 to the value of £219,157.
- 6.3 The requirement to provide an additional classroom extension has been developed through continued consultation with the relevant stakeholders.

## **7.0 Recommendations**

- 7.1 The Built Environment Lead is requested to:
  - 7.1.1 Authorise expenditure of £219,157 from Capital Scheme Number 16505/FFF/000 to enable the construction of additional accommodation at Farsley Farfield Primary School.
  - 7.1.2 Provide 'authority to tender' for the aforementioned works.
  - 7.1.3 Note the programme dates identified in section 4.2 of this report in relation to the implementation of this decision. The final delivery date for this scheme is September 2014.
  - 7.1.4 Note that the Director of Children's Services is responsible for implementation.

## **8.0 Background documents<sup>1</sup>**

- 8.1 None.

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<sup>1</sup> The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.